

NONDEPARTMENTAL SUMMARY

The Nondepartmental section is comprised of budget expenditures that are not specific to any single budget activity but are related to the operation of the City as general expense.

Budget Highlights

The adopted 1988 budget reflects a decrease of \$569,888 (3.3%) from the 1987 budget.

- The General Fund reserve is increased from \$1,200,000 to \$2,500,000 for 1988.
- Health Insurance previously budgeted in a Nondepartmental account has been allocated to user departments.
- An amount of \$250,000 is budgeted for economic development support programs.
- An amount of \$118,000 is budgeted for a City-wide employee training program.
- Office Automation/Data Processing requirements are budgeted at \$150,000. The City's management information system (MIS) team will determine acquisitions on a priority need basis.
- An allocation of \$125,000 is budgeted for a first year Community Relations and Information Program.
- An amount of \$100,000 has been budgeted in 1988 for Research and Development that may be required throughout the 1988 operating year.
- An amount of \$75,000 is budgeted for energy retrofit programs that will reduce energy consumption.
- The Local Sales Tax CIP Fund is budgeted to increase \$412,500 (3.5%) from \$11,787,500 in 1987 to \$12,200,000 in 1988.
- A continuation of support for Cowtown, The Kansas National Guard, League of Kansas Municipalities and the National League of Cities is also budgeted for 1988.

| <u>Budget Summary</u> | | |
|------------------------|----------------------------|----------------------------|
| | <u>1987</u> | <u>1988</u> |
| Nondepartmental | \$ 5,306,243 | \$ 4,323,855 |
| Local Sales Tax C.I.P. | <u>11,787,500</u> | <u>12,200,000</u> |
| Total | <u>\$17,093,743</u> | <u>\$16,523,855</u> |

CITY OF WICHITA 1988 ANNUAL BUDGET

DEPARTMENT: NONDEPARTMENTAL

The nondepartmental section is comprised of budget expenditures that are not specific to any single budget activity but are related to the operation of the City as general expense.

General Fund Nondepartmental Expenditures

| | 1986 <u>ACTUAL</u> | 1987 <u>BUDGET</u> | 1988 <u>ADOPTED</u> |
|-----------------------------------|-----------------------|-----------------------|------------------------|
| <u>Nondepartmental</u> | | | |
| Bicycle Safety Program | \$ 7,808 | \$ 5,000 | \$ 7,000 |
| Chamber of Commerce | 68,900 | -- | -- |
| Cable Channel/Radio | 69,866 | 75,000 | 75,000 |
| Community Relations/Information | -- | -- | 125,000 |
| Economic Development/WISE | -- | 250,000 | 250,000 |
| Employee Training/Development | -- | 77,500 | 118,000 |
| Energy Retrofit Improvements | -- | -- | 75,000 |
| Economic Development Action Plan | 19,750 | -- | -- |
| Energy Expo | 32,597 | -- | -- |
| Election Expense | -- | 30,000 | -- |
| Group Health Insurance | 2,532,316 | 2,400,000 | 61,000 |
| Group Life Insurance | 50,000 | 50,000 | -- |
| Historic Wichita (Cowntown) | 110,000 | 110,000 | 110,000 |
| Insurance (Building and Contents) | 72,872 | 74,900 | 81,220 |
| Kansas National Guard | -- | 4,000 | 4,000 |
| Memberships | 53,533 | 53,530 | 54,090 |
| Office Automation | 2,000 | 50,000 | 150,000 |
| Research and Development | -- | -- | 100,000 |
| Reimbursed Expenditures | -- | 500,000 | -- |
| Reforestation and Beautification | -- | -- | 150,000 |
| Reserve | -- | 1,200,000 | 2,500,000 |
| Refund to Convention & Tourism | -- | -- | 42,740 |
| Salary Savings for 1987 | -- | 296,443 | -- |
| Transfer to G.D.&I. for | | | |
| Parking Lot | -- | -- | 125,670 |
| Contingency Appropriation | -- | -- | 295,135 |
| Total Nondepartmental | \$ 3,019,642 | \$ 5,176,373 | \$ 4,323,855 |

CITY OF WICHITA 1988 ANNUAL BUDGET

BICYCLE SAFETY PROGRAM (110-85-980-50050).

An amount of \$7,000 is budgeted to allow for printing bike trail maps and providing safety programs. Revenues derived from bicycle license fees will defray the expenditures of this activity.

CABLE CHANNEL/RADIO (110-85-860-50080).

A continuation of televising and broadcasting City Council meetings is provided. The amount of \$75,000 reflects no increase in 1988.

COMMUNITY RELATIONS AND INFORMATION (110-85-050-50001).

An allocation of \$125,000 is budgeted to implement a program of increased activities and information to residents relative to community services/facilities. In addition to expanded use of the City's cable television channel, specialized brochures and mail-outs, other community relations projects, including costs involved with district meetings, will be financed from this account. It is recommended that a Community Relations position be added in 1988 to carryout the expanded community relations and informational program.

ECONOMIC DEVELOPMENT ALLOCATION (WI/SE) (110-85-435-50035).

The City's participation in WI/SE is again budgeted for 1988. These funds (\$250,000) will be matched by the County and private business and used to implement a unified community economic development effort.

EMPLOYEE TRAINING/DEVELOPMENT (110-85-050-50000).

A continuation of the City's ongoing training program is budgeted. These funds (\$118,000) will ensure the effective use of the City's limited resources and maximize the talent of employees in dealing with various issues/problems. A formalized training and personnel development has been established to improve job skills, techniques and attitudes of both employee and supervisory levels.

ENERGY RETROFIT IMPROVEMENTS (110-85-700-50001).

An Energy Management Team (EMT) has been organized to evaluate energy conservation, formulate alternate energy sources, seek ways to conserve and reduce energy use/costs and monitor implementation strategies. The E.M.T. has made a number of recommendations for capital expenditures to effectuate energy savings. This program is budgeted in an amount of \$75,000 for retrofit improvements in 1988.

ELECTION EXPENSE (110-85-060-50155).

No monies are budgeted in 1988 for election expense. The city and the Board of Education (USD #259) share in the cost of city and school board elections when held. The next scheduled election will be in 1989.

GROUP HEALTH INSURANCE (110-85-940-50165).

For 1988 Group Health Insurance has been budgeted within each department as opposed to the nondepartmental section. The \$61,000 budgeted is the amount required for retired city employees.

GROUP LIFE INSURANCE (110-85-940-50166).

Group Life Insurance expense has been budgeted within each department. No funds are provided within the nondepartmental budget for 1988.

HISTORIC WICHITA (COWTOWN) (110-85-435-50021).

A contribution of \$110,000 is again being budgeted to support the Cowtown Museum. In addition, an allocation of \$85,000 is also budgeted from the room/guest tax fund.

CITY OF WICHITA 1988 ANNUAL BUDGET

INSURANCE (BUILDING AND CONTENTS) (110-85-900-50150).

The general fund nondepartmental requirement for building and contents insurance is budgeted at \$81,220. The trust budget for building and contents insurance is established within the self-insurance reserve fund in the total amount of \$328,520.

KANSAS NATIONAL GUARD (110-85-435-50012).

The City's annual contribution of \$4,000 for the Kansas Army and National Guard is again budgeted in 1988. The City has supported its local National Guard units through allocation to defray expenses not covered from its federal or state resources.

MEMBERSHIPS (110-85-010-50070).

The City is a participant and member of state and national municipal organizations. These memberships are budgeted to continue in 1988, including League of Kansas Municipalities (\$33,000) and National League of Cities (\$7,590). Participation in Public Technology, Inc. (PTI) is also budgeted.

OFFICE AUTOMATION (110-85-060-50167).

An allocation of \$150,000 is budgeted in 1988 to provide for data processing enhancements. Staff will continue to explore ways to improve operations by eliminating costly record keeping, maximizing personnel/staffing workloads and improving service to citizens. Replacements of outdated and high maintenance equipment are programmed in 1988.

RESEARCH AND DEVELOPMENT (110-85-050-50002).

The City's organization and operations are under constant review not only to find more efficient and responsive ways to deliver public services, but to ensure implementation of new technologies, processes and ideas. As part of staff's ongoing evaluations, special studies, visitations, and research are needed. The proposed 1988 budget provides funds (\$100,000) for a professional insurance and risk management review, evaluations of alternate service delivery options and other studies and research that may be required. In addition, a management personnel evaluation and pay plan is recommended.

REFORESTATION AND BEAUTIFICATION (110-85-050-50003).

These funds would implement a new and expanded program of beautification involving reforestation along streets/highways and adjacent to public facilities. It would allow for replacement of select street furniture/fixtures, street median repairs, signage, painting and lighting of viaducts, and other improvements important to the visual image of the City.

BUDGETED RESERVE (110-85-060-50175).

To carryout one of the City's 1988 budget strategies and improve the financial position of the City's General Fund, an increase reserve of \$2.5 million is proposed. The amount represents approximately 4.6 percent of General Fund current year revenues.

CONTINGENCY APPROPRIATION (110-85-060-50000).

The Contingency Account is intended to finance unforeseen expenses. Special programs authorized by the City Council during the year but not budgeted are also funded from this account. Appropriations that may be made from this account are transferred, as necessary, with actual expenditures being allocated to the appropriate activity.

TRANSFER TO G.D. & I. FOR PARKING LOT (110-85-700-50000).

Funds are provided in the amount of \$125,670 which is the debt service in 1988 for the purchase of the new parking lot south of Expo Hall.